**MINUTES**
**WESTERN AUSTRALIAN RALLY ADVISORY PANEL of the**
**Confederation of Australian Motor Sport**
**WA CAMS Office, Wanneroo Rd, Joondanna**
**Meeting held on Wednesday 20th June 2018 – Commenced at 7.05 pm**

1. **Attendance** Chair: Ross Tapper (RT), Secretary: David Smith (DS), LCC: Geoff Leatt-Hayter (GLH), WACC: Paul van der Mey (PVDM), Mike Joss (MJ), Leon Polak (LP), John Travis (JT), Julian Wright (JW)
   Apologies: Deputy: Wendy Walker (WW), Treasurer: Craig Puzey (CP), AMC: Tammy Adams (TA), Cindy Gielingh-Jones (CGJ), Neil Trethowen (NT), Andy van Kann (AVK)
   Guest: ARCOM - Molly Taylor (via conference call)
2. **Minutes –** Accepted May minutes as a true and accurate reflection of the meeting. **Moved: PVDM. Seconded: JW. Carried 8/0**
3. **Declarations of Interest – RT / DS re Item 6.6 & Item 6.8**
4. **Business Arising / Action Items – see attached Action Items from May meeting**

| | | |
|---|---|---|
| **Item 002** | **Live Streaming/Video** | |
| **21/11/17 – 7.8** | Investigate cost of Gimbal & Microphone | LP/PVDM/DS |
| **20/6/18** | Discussed and agreed for JW to purchase a Gimbal up to the value of $250. Moved: DS Seconded: PVDM. Carried: 8/0 | |
| **18/4/18** | Suggest we create a range of Questions that Leon can ask competitors. | ALL |
| **Item 003** | **ARCOM** | |
| **21/11/17 – 7.9** | Need to nominate an ARCOM representative. Follow up August 2018 | RT |
| **20/6/18** | Discussed options. PVDM to approach person discussed. | PVDM |
| **Item 007** | **Ambulance (see also Item 020 re Supplier Agreements)** | |
| **21/11/17 – 8.6.1** | Now that Calendar is confirmed, seek quotes from Ambulance providers | RT |
| **21/2/18 – 4** | RT to obtain quote from St Johns. | RT |
| **20/6/18** | RT meeting with a possible supplier on Tuesday 25/6/18. Tender document to be done in October for 2019 | |
| **Item 009** | **Sponsor Agreements** | **COMPLETED** |
| **16/1/18 – 5.2.1** | Follow up Level 1 & 2 Sponsors and obtain agreements as required | DS |
| **16/5/18** | Signature still required for Podium Tyres agreement | |
| **20/6/18** | Agreement received and provided to CAMS. Invoice generated and forwarded to Podium | |
| **Item 016** | **Finance Report** | |
| **21/11/17 – 8.8** | Follow up why we are not receiving reports in a timely manner | CP/RT |
| **16/1/18 – 5.8.1** | Arrange to meet with CAMS to discuss a process whereby we can track invoices efficiently | CP |
| | Query John Doutch invoice. | CP |
| | Query re Wilson Medic One invoice coming from Promotion Fund | CP |
| | Follow up incorrect payment made on TW Invoice | CP |
| | Reserve from Onslow Contracting pre-paid sponsorship to be 'released' into account annually and amount still held in reserve to be noted on reports. | CP |
| **18/4/18 – 5.7.1** | Query Medic One Invoice amount for Karri Rally | CP |
| **18/4/18 – 5.7.1** | Follow up CAMS allocating payments allocated to incorrect accounts | CP |
| **20/6/18** | NT will liaise with CP to assist him with resolving the above action items | NT |
| **Item 017** | **Rally Practice** | |
| **16/1/18 – 5.10** | Speak to Mark Greaves to query availability of roads for Practice/Come and Try | GLH |
| **18/4/18** | GLH still chasing up Mark Greaves. GLH has arranged a permit and will do some investigation of roads in the Mundaring/Chidlow area to propose to use for practice. 16/5/18 GLH went up to Chidlow area and identified some roads. Emailed Mark to meet GLH up there, awaiting response. | |
| **20/6/18** | GLH met with Mark Greaves at Mundaring, suggested back of Pickering Brook and another two roads that could be used for rally practice. GLH will look at the roads and report back to the panel. RT flagged the current Rally Practice procedures require Police Permit to close roads, CAMS Permit, Supp Regs, Clerk of Course etc along with a fee for a minimum of 6 cars. Mark also discussed the | |

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loosening of guidelines (Policy 13) and encouraged us to look for new areas to use in particular around Wellington Dam, Harvey Dam/Weir etc.

**Item 018** **Road Management Policy**

**16/1/18 – 6.2** Arrange a meeting with GLH & RT to discuss proposed Road Management Policy/MOU GLH

**16/1/18 – 6.2** RT to follow up draft policy that Mark Greaves spoke to him about on 21/3/18 RT
16/5/18 Still has not been received

**Item 019** **CWARCS**

**21/3/18** Send letter to ARCOM to allow AP4 to be included in WARC in 2019. RT

**20/6/18** In addition to the letter Molly Taylor will also provide feedback to Scott McGrath re R5 and AP4 at State Level.

**Item 023** **Transponders / SOS Box Replacement & Maintenance**

**18/4/18 – 5.6.3** Contact Jim Willcox to discuss options of spare Transponders and SOS boxes etc Rep RT

**20/6/18** Invoice been received from Jim for a previous 25 transponders that had not been invoiced and for a repairs as well as 25 new transponders. Targa West competitors will be asked if they will donate their transponders back to RallyWA given that Rallysafe timing is used on Targa. Noted that ongoing maintenance of the timing gear will be an issue as Jim has advised he won't be able to assist in the future.

**Item 024** **Trophies**

**18/4/18 – 6.1** List of Trophies for 2018 to be sent to PVDM to check and give feedback to panel then provided to CAMS. RT/PVDM

**16/5/18** PVDM checked Trophy List and provided feedback to the Panel and has returned to CAMS. RT will arrange to meet with Simone @ CAMS later in the year re Class Trophies and compared to what other Groups/Categories receive from CAMS

**Item 025** **Website**

**16/5/18 – 5.2.2** Update to remove the "new." At the front of rallywa.com JW

**20/6/18** Will be updated on Monday 25th June.

**Item 026** **Event Checkers**

**16/5/18 – 5.3.5** Recruitment of new Event Checkers needed ALL

**Item 027** **Rallysafe**

**16/5/18 – 5.6.4** Rallysafe will be compulsory for all competitors in 2019, to be mentioned during the Drivers Briefings at all remaining 2017 events ALL

**16/5/18 – 5.6.4** Newsletter to be circulated to all competitors reminding them that Rallysafe will be compulsory. LP

**ITEMS FOR 2019 CWARCS**

**21/3/18 – 5.6.4** Incorporate "An Identification Transmitter for Vehicle Tracking (currently Rallysafe) will be compulsory for all competitors from 2019" into CWARCS

**21/3/18 – 6.2** D3 "A Driver or Co-Driver shall be considered to be a Rookie Driver or Rookie Co-Driver if they have started in no more than two gravel rallies prior to the start of the season and has not previously won a Rookie award for the role."

**21/3/18 – 6.4** Need to define Clubman Masters for 2019 CWARCS taking into account new safety equipment regulations and seeding. JT has provided a proposal to be discussed by PVDM and JW to present to panel prior to 2019 CWARCS. (From Action Item 022)

**16/5/18 – 6.1** State Council recommendations (WASC 0519) regarding wording for 2019 CWARCS "The Tribunal recommends that this Regulation be amended in future WARC Standing Regulations to add the words 'or other document proving vehicle eligibility to the satisfaction of the Chief Scrutineer." Add to Action points for 2019 CWARCS

**20/6/18** PVDM circulated first draft of CWARCS taking into account the above. Discussed JW feedback re Clubman Masters DPI, agreed to stay with the current wording.

**5. General Business**

5.1. CWARCS –

5.2. Marketing & Promotions

5.2.1. Sponsors

Noted that WACC have received $4950 from 2017 & 2018 Healthway sponsorship. Have paid

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some expenses for Dinner and to Sports Action Media for Karri & Forest Rally. RT to provide a report for next meeting

5.2.2. Website
5.2.3. Facebook/Youtube
5.2.4. Press Releases
5.2.5. Posters & Banners
5.2.6. Stickers
5.2.7. Launches/Displays
5.2.8. Presentation Dinner

5.3. Sporting
5.3.1. Supplementary Regs
5.3.2. Technical Regs/Interpretations
5.3.3. Results
5.3.4. Seeding/Points – discussed Rookies. Events to add a mandatory field to the entry form enabling selection of Rookie. (Action Item 028)
5.3.5. Event Checker
5.3.6. Department of Transport

5.4. Development & Training
5.4.1. Medical inc Training
5.4.2. Fire & Rescue
5.4.3. Clubman Night
5.4.4. Recognition of New Competitors

5.5. Event Status Report / Calendar
5.5.1. Karri Rally – 24th March 2018
5.5.2. Forest Rally – 27-29th April 2018
5.5.3. Targa South West (Tarmac) – 11-13th May 2018
5.5.4. Boddington Safari Rally – 3rd June 2018 – update provided by GLH
5.5.5. Kirup Stages – 7th July 2018 – update provided by DS & Tony Floyd (email)
5.5.6. Targa West (Tarmac) – 9-12th August 2018
5.5.7. Experts Cup – 15th September 2018
5.5.8. Darling 200 – 10th November 2018 – GLH confirmed 2WD only for 2018 with a view that if roads are suitable then a view to opening up to 4WD in following years.
5.5.9. Event Organisers Meeting

5.6. Safety & Equipment
5.6.1. Rally Road & Safety Fund (inc Ambulances)
5.6.2. Rally Radio Network
5.6.3. Rally Clock/Technology Equipment
5.6.4. Rallysafe
5.6.5. Spectator Marshall
5.6.6. Equipment Maintenance

5.7. Database

5.8. Finance
5.8.1. Report – Levy report provided by CP via email. Discussed. $5000 from Natrad has been allocated incorrectly to Road & Safety fund. Need to allocate to correct account.
5.8.2. CAMS WARAP Promotion Fund
5.8.3. Clock Hire
5.8.4. Road & Safety Fund

5.9. 'Think Tank'
5.9.1. 2020 Vision (AVK)

5.10. Miscellaneous
5.10.1. Rally Practice
5.10.2. Supplier Agreements
5.10.3. Strategic Review of Rallying in WA
5.10.4. Ambulance Service

5.11. Car Club Representatives
5.11.1. AMC – N/A
5.11.2. LCC – GLH nothing to report
5.11.3. WACC – PVDM provided feedback on WACC AGM and Committee structure.

**6. Other Business**

6.1. Andrew Percival – Resignation from Rally Panel. RT and the panel recognised AP contribution to Rallying in WA and WARAP.

6.2. ARCOM Commissioner for WA

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Molly Taylor provided feedback on recent ARCOM meeting. ARCOM are working on improving communication between ARCOM, ARC and the State Rally Panels. Tasmania doing some really good Junior activities and will provide details to the panel. Road Repair costs were discussed at ARCOM and is a constant. ARCOM did discuss R5 and AP4 and using them at a State level. PVDM provided feedback that WA State Council appreciate and recognise the initiative that ARCOM has taken to communicate with the Rally Panels. LP to add Molly to the WARAP mailing address. (Action Item 029)

6.3. Financial Reporting Format (PVDM) – discussed proposed report that PVDM has provided as a template for reporting to the panel to provide clearer visibility of income and expenditure. PVDM will make some adjustments including separating Sponsors to Events and will discuss with CP on how best to implement it. (Action Item 030)

6.4. Feedback from State Council (PVDM):

- For consideration with the 2019 Calendar. 2-3 March 2019 - 50th anniversary of competition at Barbagallo- major competition and celebration. 25-27 October 2019 - All Historic Meeting - major competition event
- WARAP Minutes – PVDM advised that State Council Chairman and State Executive were very complimentary on the minutes being provided by the Rally Panel.
- "The Tribunal recommends that the WA Rally Advisory Panel consider formalising this position by requesting the CAMS WA State Council to establish, under Standing Orders 4.5 (iv) a WA Rally Eligibility Officer being a CAMS Scrutineer at minimum Silver level, with clear written duties and responsibilities, and to formally appoint a nominated person to that position.". Discussed. PVDM to investigate if there is any documented list of duties. Noted that finding a suitable person is proving difficult. (Action Item 031)

6.5. Dept of Water & Environmental Regulation, Policy 13 (RT) – discussed.

6.6. Celebration of Motorsport (RT) – discussed the Celebration of Motorsport planned for Langley Park on the Sunday of Targa West. RT has spoken to Terry Hughes to co-ordinate a gravel rallying display.

6.7. Results Van – Generator & UPS (LP). JW will provide a UPS as part of his sponsorship deal. Discussed need for Generator. GLH moved, Seconded PVDM. JW to investigate and purchase a generator valued at approx. $700. Carried 8/0 (Action Item 032)

6.8. GT Fab Targa Bunbury Sprint (RT) – Approved Targa West to use the Results Van at the GT Fabrication Targa Bunbury Sprint. Moved: LP. Carried 6/0 (RT & DS abstained). Approved to support AVK's recommendation for approval of the GT Fabrication Targa Bunbury Sprint to be approved as a S1 Rallysprint. Moved: PVDM. Seconded: JW. Carried 6/0 (RT & DS abstained)

7. **Next Meeting:** 18th July 2018
8. **Meeting Close:** 9:37pm

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# ACTION ITEMS

**following CAMS WA Rally Advisory Panel meeting, Wednesday 20th June 2018**

| | | |
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| **16/1/18 – 6.2** | RT to follow up draft policy that Mark Greaves spoke to him about on 21/3/18 16/5/18 Still has not been received | RT |
| **Item 019** | **CWARCS** | |
| **21/3/18** | Send letter to ARCOM to allow AP4 to be included in WARC in 2019. | RT |

**20/6/18** In addition to the letter Molly Taylor will also provide feedback to Scott McGrath re R5 and AP4 at State Level.

**Item 023** **Transponders / SOS Box Replacement & Maintenance**

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**16/5/18 – 5.6.4** Newsletter to be circulated to all competitors reminding them that Rallysafe will be compulsory. LP

**Item 028** **Rookies**

**20/6/18 – 5.3.4** Events to add a mandatory field to the entry form enabling selection of Rookie

**Item 029** **ARCOM Commissioner**

**20/6/18 - 6.2** LP to add Molly to the WARAP mailing address.

**Item 030** **Financial Reporting Format**

**20/6/18 - 6.3** Draft template for reporting to the panel to assist in providing clearer visibility of income and expenditure provided. Some adjustments required including separating Sponsors to Events Discuss with CP on how best to implement it. PVDM

**Item 031** **Eligibility Scrutineer**

**20/6/18 - 6.4** The Tribunal recommends that the WA Rally Advisory Panel consider formalising this position by requesting the CAMS WA State Council to establish, under Standing Orders 4.5 (iv) a WA Rally Eligibility Officer being a CAMS Scrutineer at minimum Silver level, with clear written Duties and responsibilities, and to formally appoint a nominated person to that position." To investigate if there is any documented list of duties. Noted that finding a suitable person is proving difficult. PVDM

**Item 032** **Generator for Results Van**

**20/6/18 – 6.7** JW to investigate and purchase a generator valued at approx. $700 JW

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**ITEMS FOR 2019 CWARCS**

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## 2018 WA Rally Advisory Panel - Attendance Register

| 2018 | January | February | March | April | May | June | July | August | September | October | November | December | TOTAL |
|---|---|---|---|---|---|---|---|---|---|---|---|---|---|
| Tammy Adams | 1 | 1 | 1 | - | 1 | - | | | | | | | 4 |
| Cindy Gielingh-Jones | 1 | 1 | - | 1 | 1 | - | | | | | | | 4 |
| Mike Joss | 1 | 1 | 1 | 1 | - | 1 | | | | | | | 5 |
| Geoff Leatt-Hayter | 1 | 1 | 1 | 1 | 1 | 1 | | | | | | | 6 |
| Leon Polak | 1 | 1 | 1 | 1 | 1 | 1 | | | | | | | 6 |
| Craig Puzey | 1 | - | - | 1 | 1 | - | | | | | | | 3 |
| David Smith | 1 | 1 | 1 | 1 | 1 | 1 | | | | | | | 6 |
| Ross Tapper | 1 | 1 | 1 | 1 | 1 | 1 | | | | | | | 6 |
| John Travis | 1 | 1 | - | 1 | 1 | 1 | | | | | | | 5 |
| Neil Trethowen | 1 | 1 | 1 | - | 1 | - | | | | | | | 4 |
| Paul van der Mey | 1 | 1 | 1 | 1 | 1 | 1 | | | | | | | 6 |
| Andy van Kann | - | - | - | - | - | - | | | | | | | 0 |
| Wendy Walker | 1 | - | 1 | - | 1 | - | | | | | | | 3 |
| Julian Wright | 1 | 1 | 1 | 1 | 1 | 1 | | | | | | | 6 |
| Andrew Percival | 1 | - | 1 | 1 | - | N/A | N/A | N/A | N/A | N/A | N/A | N/A | 3 |
| Guests | Sam Moyle | Georgina Helm<br>Nigel Jones | Sam Moyle | David Ireland (WCCC) | Terry Hughes<br>Nigel Jones<br>Sam Moyle | Molly Taylor (ARCOM) via Telephone | | | | | | | |